

AMENDED 1932.

**CONSTITUTION
AND BY-LAWS**

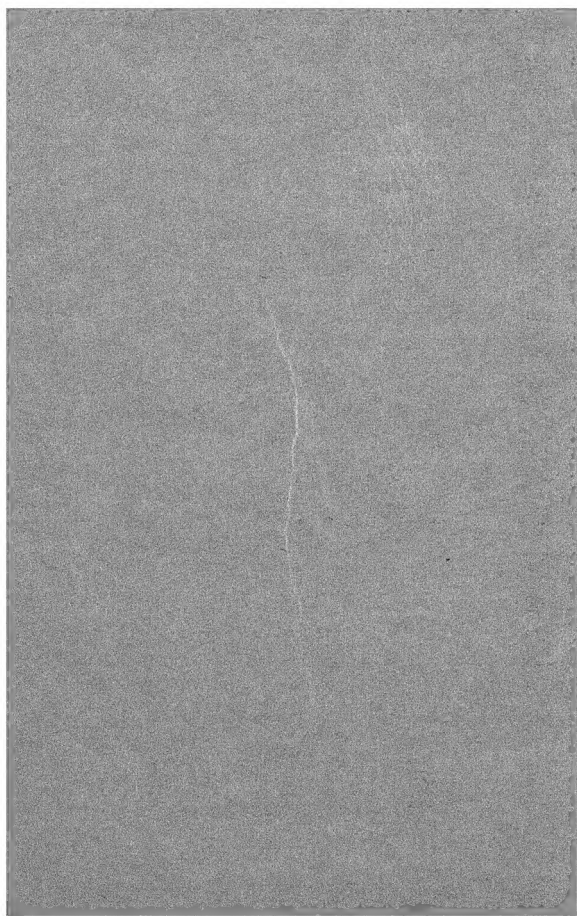
OF

**The
Alberta Military
Institute**

(Incorporated 14th May, 1920)

First Organization Meeting held
at Calgary, Alberta,
8th March, 1920.

Calgary, Alberta



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The Alberta Military Institute is incorporated under the Ordinance of the Province of Alberta respecting Benevolent and other Societies as amended, and a certificate of such incorporation was issued by and under the seal of the Registrar of Joint Stock Companies of the Province of Alberta, on the 14th day of May, A.D. 1920.

OBJECTS OF THE INSTITUTE

The Articles of Incorporation state:—

The purposes of the Society are the encouragement and promotion of military art, science and literature, and the promotion of social intercourse amongst those connected with His Majesty's military services in the Province of Alberta.

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BY-LAWS
of
THE ALBERTA MILITARY INSTITUTE
(Incorporated 20th March, 1920)

I. MEMBERSHIP

There shall be four classes of members:—

(a) Ordinary; (b) Privileged; (c) Honorary,
(d) Life.

(a) Ordinary Membership.

That all officers and ex-officers of His Majesty's regular or auxiliary Naval, Military, and Air forces, and of the Royal Canadian Mounted Police and ex-officers of the R.N.W. M.P. resident in Military District No. 13 be eligible for membership.

A candidate for ordinary membership shall be proposed and seconded upon the form provided. The application shall first be passed by the Directors and then voted upon at the next general meeting. A four-fifths majority of members present shall elect.

(b) Privileged Membership.

1. Gentlemen qualified for ordinary membership may be privileged members for a period not longer than two (2) weeks upon being introduced by any member. A period of six (6) months must intervene between such introductions. A privileged member shall not introduce any one or entertain a guest not a member. A period of six (6) months must intervene between such introductions. A privileged member shall not introduce anyone or

entertain a guest not a member. A member introducing a privileged member shall be liable for all debts incurred by him during his privileged membership.

2. The Directors may admit as a privileged member for such period as they may determine any Naval, Military or Air officer or ex-officer or officer of the Royal Canadian Mounted Police or ex-officer of the R.N.W.M.P. non-resident in Alberta, or any Naval, Military, or Air Officer or Consular Agent of a foreign power.

3. The Directors may admit as a privileged member any member of the Legislature or any other gentlemen holding a public or semi-public position, for such short period as they must determine.

4. Candidates otherwise eligible for ordinary membership, but whose residence is outside a radius of ten (10) miles from the Calgary Post Office, may be admitted to privileged membership, at a nominal fee of one dollar per year, payable in advance. Such privileged members shall have no voting powers in the management of the Institutes' affairs, nor be eligible to hold office therein.

5. The members of affiliated Branches of the Institute will be affiliated and accepted as Non-Resident members of the Alberta Military Institute at a fee of fifty (50c) cents per annum per member, such membership to include privileges as defined in Art. 1, para. 4 of the Constitution and By-laws of the Institute.

(c) Honorary Membership.

Members present at any general meeting may vote by ballot for the election of an honorary member or any person who for some special reason is held to be entitled to such distinction. Provided, however, that a motion therefor shall have first passed the Directors, that the notice of such motion be published ten (10) days prior to such meeting and that four-fifths of the members present vote for the motion.

Provided further that there shall not be more than five Honorary Members at any one time. Such Honorary Members shall have no voting power in the management of the affairs of the Institute, nor be eligible to hold office therein.

(d) Life Membership.

Members present at any General Meeting may vote by ballot for the election, from among the members of the Institute, of a Life Member, being a person who, by reason of having rendered long and valuable service to the Institute, is entitled to such distinction. Such Life Members shall have all the powers and privileges of an ordinary member.

II. SUBSCRIPTIONS

(a) Entrance Fee.

There shall be no entrance fee for members joining the Alberta Military Institute within one year of its incorporation. At the expiration of that period, the entrance fee (if any) shall be the amount decided upon by the Institute in general meeting.

There shall be no entrance fee for Honorary Members.

(b) Annual Subscription.

The annual subscription shall be Five Dollars (\$5) for members resident in Calgary, and inside a radius of ten miles from the Calgary Post Office, and for members residing outside the ten mile radius the annual fee shall be one dollar (\$1).

There shall be no annual subscription payable by Honorary or Life Members.

The annual subscription shall be due on the first day of January in each year, or fifty (50) per cent. thereof for the year of joining, on making application for membership, if application be made after the first six (6) months of that year.

The members of affiliated Branches of the Institute will be affiliated and accepted as Non-Resident members of the Alberta Military Institute at a fee of fifty (50c) cents per annum per member, such membership to include privileges as defined in Art. 1, para. 4 of the Constitution and By-laws of the Institute.

III. PENALTIES FOR NON-PAYMENT.

If the annual fee is not paid by the first day of January, it shall be overdue. If a member's default continue until the first day of February, he shall be reported by the Secretary to the Directors at their first meeting thereafter. If the default continue until March first, his name shall be published without notice to him. If the default continue until April first, it shall operate as a suspension of the defaulter. The Secretary shall mail notice thereof to him. Upon such suspension, all credit shall be

stopped and all club privileges shall cease, and the member's name may be removed by the Secretary from the membership list. It shall be in the discretion of the Directors to annul suspension and restore the name to the list, upon proper cause being shown the Directors and explanation given, upon such terms as in the discretion of the Directors may seem proper and adequate.

IV. OFFICERS.

The Officers shall be, a President, a Vice-President, a Honorary Secretary, and a Treasurer. An Honorary Chaplain may be appointed.

(a) The President.

It shall be the duty of the President to preside at all general meetings and to enforce the constitution and rules and generally to supervise the affairs of the Institute.

The Directors may annually appoint any member of the Institute who, in their opinion, has rendered conspicuous service to the Institute, Honorary President.

In the absence of the President, the Vice-President shall perform the duties of the President and in the absence of the President and Vice-President, such duties shall be discharged by a Chairman elected for that purpose by the Directors or by the Meeting, as the same may be.

(b) Honorary Secretary.

It shall be the duty of the Honorary Secretary to call all meetings and to conduct all correspondence of the Institute and to keep correct Minutes of all Meetings, to publish

all proposals for membership, notices and by-laws, to keep a correct roll of members, to notify each newly-elected member of his election, at the same time requesting him to remit the amount of his fee and furnish him with a copy of the Constitution; to notify members desiring to withdraw, of the action taken on their resignations, to have custody of all the books and records connected with the concerns of the Institute, to collect dues and turn same over to the Treasurer and generally to do all in his power to advance the interests of the Institute. The Directors may appoint or engage an Assistant Secretary who will be under the direction of and perform such duties as are assigned to him by the Honorary Secretary or Treasurer.

(c) Treasurer.

It shall be the duty of the Treasurer to keep account of all dues received by him from the Secretary with each Member of the Institute, to prepare lists of those in default, etc., to receive and account for all monies belonging to the Institute and to disburse the same under instructions of the Directors. He shall prepare the Annual Statement and cause same to be audited.

V. DIRECTORS.

The Directors shall be composed of seven members in addition to the officers. Meetings of Directors shall be held at the call of the President, who shall be chairman, or upon the requisition to him of at least three (3) members. Forty-eight hours' notice of meetings of the Directors shall be sent to the Directors.

The Directors shall have the entire management of the Institute and its concerns and for such purpose they may appoint sub-committees and employ officials and servants. They may make any new rules they deem proper and may alter, amend or repeal any rule and such new rule and alteration, amendment or repeal shall have as much force when promulgated by publication as if made by the members at a general meeting; but any new rule or alteration, amendment or repeal shall be brought before the next following general meeting or special general meeting, called for the purpose and if not then approved and ratified, shall cease to be in force and deemed to be annulled. The interpretation put upon the Constitution and Rules by the Directors shall govern.

VI. MEETINGS.

(a) The annual general meeting of the members shall be held during the month of January of each year. Notice of the time and place of meeting shall be mailed by the Honorary Secretary to each member at least seven (7) days previously.

(b) A special general meeting of members shall be called by the Honorary Secretary upon the request in writing of ten (10) members, who in the request shall specify the business which is desired to be discussed and transacted. Such business shall be stated in the notices of the meeting which shall be mailed to members at least seven (7) days previously and only such business shall be then discussed and transacted. A special general meeting may be called by the Directors at any time

under like provisions as to notice and business. In all meetings, when it is not otherwise provided, the majority of votes shall prevail.

(c) All luncheons, lectures or dinners will be considered as general meetings provided that the date and time of such has been published by the Honorary Secretary seven (7) days previously.

(d) The quorum for a general meeting shall be twenty and for the Directors, five. In committees, not less than half the number of its members.

(e) Questions other than the election of officers and honorary members shall be decided by open vote.

VII. ELECTION OF OFFICERS.

All nominations for Officers and Directors of the Alberta Military Institute shall be made by a Nominating Committee to be appointed by the President, and, or by individual members, who shall submit to the Secretary, in writing, by the 1st December, their nominations, signed by two members in good standing and agreed to by the nominee. There shall be no nominations by any other method.

VIII. AMENDMENTS.

Amendment of the By-laws at the instance of members may be made at general meetings or at the annual general meeting, provided that notice of the proposed amendment be given in writing to the Honorary Secretary at least two weeks previous to the meeting. The Honorary Secretary shall immediately publish the notice.

IX. PATRONS.

Members at any general meeting may appoint patrons, vice-patrons and honorary Vice-Presidents.

X. AUDITOR.

The Directors shall appoint an Auditor who shall present his report to the annual general meeting.

XI. ANNUAL REPORT.

The Directors shall present a report at the annual general meeting, which shall contain an abstract of the proceedings and business of the Institute, and the receipts and expenditures during the fiscal year.

XII. MISCONDUCT and EXPULSION.

The Directors of their own motion or upon complaint in writing of another member may suspend indefinitely any member who, in the opinion of the Directors, has wilfully broken any of the rules of the Institute or who they have reason to believe has done or said anything unbecoming an officer and gentleman, or which is likely to bring discredit on the Institute or be detrimental to the comfort of the members, of which the Directors shall be the sole judges. Notice of such suspension shall be mailed by the Honorary Secretary to the address of such suspended member, as it appears on the books of the Institute. The Directors may revoke the suspension. While suspended, the member shall have no privileges of the Institute.

Such suspended member shall have the right to appeal to a general meeting of members. Such a general meeting shall be called to consider the appeal, provided the suspended member gives notice in writing by registered letter to the Honorary Secretary within one month after the mailing of notification of his suspension, of his desire to appeal. Notice of such meeting shall be mailed to the suspended member. If the suspension is sustained by a majority at the general meeting or if the suspended member fails to appear, he shall be deemed to be expelled, shall cease to be a member and shall forfeit all privileges of the Institute as well as his entrance fee and the balance of his annual subscription.

XIII. LECTURES and EXHIBITIONS.

The Directors shall make such arrangements as they may deem necessary for meetings at which lectures may be given and essays or papers read upon any subject relative to the military profession, history, etc., etc. Inventors of articles connected with the naval and military professions will be afforded an opportunity of exhibiting and explaining their inventions and the fullest discussion of all such topics will be invited. Such papers shall be published at the expense of the Institute, if the Directors think fit. Friends of members may be present at these lectures upon application to the Honorary Secretary.

XIV. FINANCE.

The fiscal and business year shall begin the first day of January and end the thirty-first day of December. The Directors shall appoint

a Chartered Bank to be bankers for the account of the Institute. Cheques shall be signed by the Treasurer and countersigned by the President or Honorary Secretary and only after the account to be paid has been passed by the Directors. Cheques shall be made payable to "The Alberta Military Institute" and shall be endorsed on behalf of the Institute for deposit to the credit of the Institute by the Honorary Secretary or Treasurer.

Stocks, bonds or other securities may be signed as cheques and may be assigned and transferred to the Bank on the authority of the Directors.

XV. ORDER OF BUSINESS.

Minutes of previous meeting;
Business arising out of Minutes;
Correspondence;
Reports;
General Business;
Election of Officers.

XVI. RESIGNATIONS

Unless a member sends notice before the beginning of the fiscal year of his desire to resign, he will be liable for that year's subscription.

XVII. FILLING OF VACANCIES.

The Directors shall fill any office or any place on the Board of Directors which may become vacant, for the balance of their term.

XVIII. RULES.

The Institute will meet twice each calendar month, at a time and place to be arranged by

the Directors, for the purpose of discussing topics of military and Imperial interest.

Party politics and religious questions shall not be discussed in the Institute.

Ladies may not be introduced at any meeting unless permission has been given by the Directors.

XIX. DISSOLUTION.

Members in a special general meeting called for the purpose shall have power to dissolve the Institute and after clearing any liabilities, to dispose of the money as thereupon decided. Four-fifths majority of the members present will be required to dissolve the Institute.

Reprinted as amended to date, and issued by authority of the members of the Alberta Military Institute.

Dated at Calgary, Alberta, this 31st day of March, 1932.

L. F. PAGE, Lieut.-Col.,
President.

A. J. DAVIS, Capt.,
Honorary Secretary.

A. J. DAVIS PRINTING CO. LTD.
CALGARY



